

# NOMINATION FORM

## Employee Development Program through Mentorship

Do you know someone who has strong skills in a particular area? Has someone helped you develop your skills? If so, nominate them to be a mentor!

<b>Name of Nominee:</b> _____	
<b>Department:</b> _____	<b>Date:</b> _____
<b>Job Title:</b> _____	<b>Phone:</b> _____

### EXPERTISE

Please indicate their area(s) of expertise.

- |   |   |
|---|---|
| <input type="checkbox"/> Supervision                  | <input type="checkbox"/> Participating in or Leading Committees |
| <input type="checkbox"/> Leadership                   | <input type="checkbox"/> Communication and Presentation Skills  |
| <input type="checkbox"/> Organizational Politics      | <input type="checkbox"/> Public Speaking                        |
| <input type="checkbox"/> Employee Development         | <input type="checkbox"/> Analysis Skills                        |
| <input type="checkbox"/> Delegation                   | <input type="checkbox"/> Conflict Management                    |
| <input type="checkbox"/> Accounting/Bookkeeping       | <input type="checkbox"/> Consensus Building                     |
| <input type="checkbox"/> Budget                       | <input type="checkbox"/> Assertiveness Training                 |
| <input type="checkbox"/> Projecting/Forecasting       | <input type="checkbox"/> Media Relations                        |
| <input type="checkbox"/> Networking and Relationships | <input type="checkbox"/> Facilitation Skills                    |
| <input type="checkbox"/> Time Management              | <input type="checkbox"/> Team Building                          |
| <input type="checkbox"/> Prioritizing Workflow        | <input type="checkbox"/> Returning to School/Education          |
| <input type="checkbox"/> Multi-Tasking                | <input type="checkbox"/> Other _____                            |
| <input type="checkbox"/> Legal/Complex Writing        |   |
| <input type="checkbox"/> Research and Report Writing  |   |

**Nominated by:** \_\_\_\_\_

**Department:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Return completed nomination form to Rosa Inchausti, Diversity Manager.

*Thank you for your nomination!*

